Marietta

DEPARTMENT OF PUBLIC WORKS
205 Lawrence Street
Marietta, Georgia 30060
Office # (770) 794-5649
Fax # (770) 794-5585

CITY OF MARIETTA DEVELOPMENT REVIEW PROCESS

I: Plan Submittal

- Engineers/Developers can submit 7 sets of plans at any time during the week to Development Coordinator in the Public Works Engineering Department. The plans will be distributed as follows:
    - 1 set Fire 770-794-5466
    - 1 set Water 770-794-5227
    - 1 set Planning & Zoning 770-794-5670
    - 2 sets Electrical Engineering (Power) 770-794-5112
    - 2 set Public Works Engineering 770-794-8110
- Public Works will distribute the plans and supporting documents to the appropriate City Departments for review and comments. The comments will then be returned back to the Public Works Engineering Department-Development Coordinator for the engineer/developer to pick-up.
- In the comments, the departments will indicate if the project is **eligible** for a one-stop meeting. Each Department will determine the criteria that must be met for the project to be eligible for the one stop meeting.
- If a department indicates that the project is **not eligible** for a one-stop meeting, then the engineer/developer will work directly with that department to obtain the release to participate in a one-stop meeting. Marietta Water will accept plans for review on Thursday morning if submitted by Wednesday at 12:00 p.m.
- After all departments release the project for participation in a one-stop meeting Richard King, Civil Engineer - Acting Development Coordinator will contact engineer to schedule an appointment for the next available one-stop meeting. Approvals must be obtained on Tuesday no later than 12:00 p.m. on the day prior to schedule one-stop meeting.

II: One-Stop Plan Review Meeting

- One-Stop meetings will be held on Wednesday afternoon starting @ 1:30 p.m, and each half hour after.
- At the time of the one-stop meeting the engineer will bring a minimum of 7 sets of revised plans to be reviewed and approved (5 sets if Marietta Water review was not required). Any approvals required from a non-city agency, with the exception of the Georgia Department of Transportation, must have been obtained and submitted to the Public Works Department prior to or at the time of the one-stop meeting. The approved plans will be distributed as follows:
    - Water – 2 sets
    - Public Works Engineering – 2 sets
    - The engineer/developer will get the remaining sets

III: Plan Approval

- If the plans are approved at the one-stop meeting all departments will stamp the plans at this time and the Land Disturbing Activity Permit will be released to issue to the grading contractor. If the grading contractor is not present, the LDA Permit Application will be held by the Permit Clerk.

IV: Land Disturbing Activity Permit (LDP)

- LDA Permit is required before clearing or grubbing activity may be conducted. No permits will be issued until plans have been approved through the City and the Cobb County Soil and Water Conservation District

(CCSWCD), if required. The applicant / designer is responsible for transporting the plans to be reviewed by the Cobb County Soil & Water Conservation District (Georgia Soil and Water Conservation Commission office) in Conyers, GA if the is equal to or greater than 1.0 disturbed acre or is within 200 feet of state water. Review period is approximately 35 days. Provide 2 approved copies of which 1 must be an original. If you should have any questions please contact the Georgia Soil and Water 770-761-3020.

- If CCSWCD approval is required, one (1) set of stamped plans with the CCSWD approval must be submitted to the Public Works Department to obtain a LDA Permit.
- The Erosion and Sediment Control Inspector will issue the LDA to the Permittee at the time of the on-site pre-construction meeting. At the pre-construction meeting, the Inspector will discuss the BMP's that need to be installed prior to any work being started on site.
- **Certification: CONSTRUCTION SITE MONTHLY EROSION & SEDIMENT CONTROL REPORT**. This form shall be prepared by a qualified professional registered in the State of Georgia.
- **Erosion Control Affidavit**. This affidavit must be submitted at time of meeting with City Erosion Control Inspector, and prior to receipt of Land Disturbing Activity Permit during the Pre-Construction On-Site meeting.
- Erosion Control Certification is required. www.gaswcc.georgia.gov

V: Additional Submittals Required After Approval

- The additional items that are required to be supplied to the City after plan approval and prior to receiving a final grading inspection include:
  - Provide the entire set of Approved Plans, with approval stamps, scanned in a "pdf" and dwg back to the Public Works Department on 2 CDs (one for Fire). If there are any questions you may contact Development Coordinator, currently handled by Richard King, Civil Engineer at (770) 794-8110.
  - Provide executed and recorded Stormwater Management and Inspection Agreement.
  - Provide a CD-ROM (preferable) and/or email of the site plan as per City Ordinance #5859, Section 728.09. File formats (**"pdf"** ".dgn", ".dwg" and ".dxf"). If questions email to: **rking@mariettaga.gov.** Please call Richard King (770) 794-8110 with any questions you may have regarding the Digital data standards.
  - Provide As-built data (see As-Built requirements) on 2 CDs for the stormwater system to the Public Works Department. As-Builts are required at time of Final Plat in file formats ". dgn",". dwg" and ". dxf' as well as ".pdf'. based on GA State Plan Coordinate System (West Zone) utilizing NAD 83/94 adjustment and NAVD 88. ***Certificate of Occupancy will not be given until the As-Built is provided.***
  - **Note:** If an Exemption Plat is required for the property on which site plans are reviewed, no LDA Permit will be signed until the Plat is approved.

VI: Development Permit Fees

Site Plan Review (due at first submittal)	$100
Commercial / Subdivisions	$10 per disturbed acre(s)
NPDES (if 1.0 acre or greater)	$40 per disturbed acre(s)
Residential	$30 minimum

DEPARTMENT OF PUBLIC WORKS
205 Lawrence Street
Marietta, GA 30060
Phone # (770) 794-5649
Fax # (770) 794-5585
http://www.mariettaga.gov/pw/engineering

SITE PLAN REVIEW SHEET

PROJECT NAME:

ADDRESS / STREET:

ENGINEERING FIRM:
SUBMITTAL DATE:
REVIEW DATE:
APPROVAL DATE: **"COMMENTS" Revise & Resubmit – Not Eligible for One-Stop Review**

Public Works Engineering Department Site Plan Review Checklist

Data Required for Site Plans:

1. Provide the address of the site on the cover sheet (Contact Address Coordinator, Joe Caldwell, in the City GIS Department at 770-794-5554 for information).
2. Provide a copy of the Georgia D.O.T. permit for all driveways on State Routes.
3. This project has to be reviewed by the Cobb County Soil & Water Conservation District in Conyers, GA. Your project is equal to or greater than 1.0 disturbed acre or is within 200 feet of state water. Review period is approximately 35 days. Provide 2 approved copies of which 1 must be an original. If you should have any questions please contact the Georgia Soil and Water Conservation Commission 770-761-3020. **(NOTE: You will be required to provide a copy of a transmittal from the City to show the City has reviewed the plans, and / or approved pending minor modifications.**
4. This project has to be reviewed by the Cobb County Water System located at 660 South Cobb Drive. Provide a copy of the approved water and sewer plans to the City of Marietta.
5. Provide a copy of the approved plans from the Cobb County Department of Health on all septic systems.
6. Provide a copy of the approved entrances on all Cobb County roads from the Cobb D.O.T.
7. Show limits of the flood plain or provide statement from registered surveyor that the property is or is not within the 100-year flood plain. Use the 2008 FEMA FIRM Flood Plain as found at www.georgiadfirm.com/status/cobb.htm. (effective December 16, 2008.)
8. Delineate all wetlands and provide regulatory documentation permitting any proposed impacts or state that none exist on site.

9. Clearly delineate on all affected plan sheets the 25' mandated State Stream Buffer, the additional 25' City Stream Buffer, and the additional 25' Impervious Area Setback (total 75') per the Stream Buffer Ordinance.

10. A separate surface drainage plan (arrows) shall be prepared to show the Design Professional's proposed design and builders are to follow those drainage paths.

11. **Add note to plans:** No uncontrolled water will be allowed to flow onto adjacent property, resulting in adverse impacts on the lower property or erosion / sedimentation.

12. **Add note to plans:** Once constructed and sold, a lot will be considered "offsite" and is to be protected from sediment, sediment-laden water, and uncontrolled surface flows.

13. **Provide the following notes on plans:**

    - All new utility services on private property must be placed underground in accordance with City of Marietta Ordinance #6422.
    - All construction within the City of Marietta right of way must comply with the Americans' With Disabilities Act (ADA) per City of Marietta Ordinance #5562.
    - Place note on plan: All lane stripping with City Right of Way must be thermoplastic and all gores; stop bars, and turn arrows must be alkyd thermoplastic paint.
    - All wall plans must be submitted to the Chief Building Inspector for review, approval and permitting. Wall plans are not approved at time of site plan approval or Land Disturbance Activity Permit issuance. Wall Plans are reviewed and approved, and inspections provided by the Building Inspections Division. ***(Place this note with General notes, as well on each sheet which a wall design appears)***
    - As-Built data will have to be submitted before final release is obtained. Data to be GA State Plane Coordinate System (West Zone) utilizing NAD 83/94 adjustment and NAVD 88.

14. Minimum Radii of street C/L 100'.

15. All streets must be at 90-degree angles.

16. Minimum curb radius is 25 ft.

17. 150 ft. acceleration and deceleration lanes with 50 ft. tapers are required on all roadways if it is an arterial or a collector. Accel / Decel lanes are required by Ordinance on all roads classified Collector or Arterial.

18. Provide dimensions on all driveways and parking areas (see most current ITE standards).

19. Provide Sight Distance profiles for all access to public roads, in accordance with the most current ITE / AASHTO / MUTCD standards, with no sight obstructions in both vertical and horizontal plane. (6' Crosswalk, 4' to Stop Gore, 2' Stop Gore, 8' back to point of sight; 3.5' eye height, object 3.5' above surface)

20. Provide driveway profile for all proposed entrances. For all changes in grade greater than 3% from edge of paving to drive (most severe grade change), provide a vertical curve per AASHTO and ITE standards (not less than 50'). Identify cross-slope at crosswalk (maximum 2%).

21. **Add note to plans:** Driveway aprons and crosswalks MUST comply with most current GA DOT specifications and be fully ADA Compliant (most current), or removal and replacement will be required by City Inspectors. It is the responsibility of the design engineer / architect / contractor to ensure compliance.

22. Curb ramps to be located at all intersections within City Right-of-Way (see above).

23. Provide a typical paving section per Ordinance.

24. Show all proposed signing and striping in the City's Right of Way.

25. Provide a Hydrology Report, to include a downstream analysis, for this project to show no negative impact to downstream property. Hydrology study must be prepared and stamped by a Professional Engineer. Provide 10% Downstream Analysis, per Georgia Stormwater Management Manual (GSWMM), for all storms (2,5,10,25,50,100) at all nodes / junctions down to the 10% point. It may be necessary to carry the study to the next node / junction beyond the 10% point in some instances.

26. Provide Stormwater Management Plan per the current edition of the "Georgia Stormwater Management Manual". Stormwater Management Plan must be prepared and stamped by a Professional Engineer. Extended Dry Detention does not comply with the Water Quality requirement. Designs for Water Quality must be per GSWMM.

27. Maintenance Agreement(s) are required for permanent stormwater management basins and stormwater quality systems. The Agreement must be specific in responsibility for maintenance, and specify the individual or person which the Owner / Homeowners Association will have do the maintenance. Additionally, the Operation and Maintenance table must be specific for the system, and in accordance with **Appendix E of the Georgia Stormwater Management Manual**.

28. Provide Pipe Profile with 25-year Hydraulic Grade Line with the pipes, and the 100-year HGL within the system. The material for all storm drainage pipes shall conform to the minimum requirements specified by the Georgia Department of Transportation Selection for Culvert, Slope, and Underdrain Pipe (Section 550, and Pipe Chart). All CMP (QPL-56) must have minimum 3.0' cover. All HDPE (QPL-51) and RCP (QPL-04) must have a minimum of 2.0' cover. See also AASHTO M294, and GADOT Standard Detail 1030P.

29. Storm pipe must have minimum 1.0% slope, detention pipes must have minimum 0.5% slope with smooth interior.

30. Storm pipes 42" and smaller carrying stormwater between or through properties shall extend at least 60 feet behind the building line.

31. **Add note to plans:** There shall be no increase in flows, or compensation in other drainage areas, which results in an increased peak discharge onto adjacent property. Each drainage area leaving a site shall be studied and controlled, as above.

32. All pipe crossings must be perpendicular to roadway.

33. Right-of-Way donation will require an executed Quit Claim Deed be provided to the City *prior to One-Stop approval.*

34. **Add Note to Site Plan:** "The applicant shall be responsible for repairing streets and related improvements which may be damaged or fail due to improper installation for a period of 12 months from the date of the final plat approval by the Mayor and Council."

35. **Add Note to Plan:** "All required improvements shall comply with Public Law 101-336, the Americans with Disabilities Act of 1990, as amended or most current. Any improvements which do not comply with said Act shall be redone at the applicant's expense and final approval of the plat shall not be given until such work is completed in compliance with the Act. All plans submitted to the City for review shall contain a certificate that said improvements fully comply with the Americans with disabilities Act of 1990, Public Law 101-336, as amended and the City will rely upon such certificate in approving preliminary and final plats, as well as Site Plans." (see Section 728.07 of City Code)

36. **Add Note to Plan:** Performance Bond or Guarantee for 110% of the cost of the asphalt topping. Cost quotes from the contractor for this amount shall be included for documentation for work not yet completed." (see Section 730 of City Code)

37. Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet guidelines set forth in the Manual for Erosion and Sediment Control in Georgia. *(Note: Beginning August 1, 2007 the State of Georgia requires a copy of the most recent combined E&SC / NPDES checklist to be on the E&SC plan sheet. Use the appropriate – 2011 or most current -- checklist under the NPDES requirements.)*

38. Clearly **note on plan** the maintenance statement – "Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source, *or as directed by the Erosion Control Inspector*."

39. Clearly **note on plan** the statement: "Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."

40. Add Note to Plan: I Certify as the plan designer that I have visited the site prior to the design of the ES&PC plans.

41. **Add note to plans:** Silt fence cannot be used to store sediment. The use of Basins, sediment traps and other similar BMPs in accordance with State Law are required.

42. **Add note to plans:** No clearing of the site until all basins, diversions, and sediment controls are installed, stabilized, and functional.

43. **Add note to plans:** The open channel drainage easements (D.E.) shown on the plans are not to be construed as exacting in location. These easements are intended to provide an area for the free conveyance of stormwater runoff between drainage structures and the exterior property line. The locations shown are intended locations but are contingent upon final grading and landscaping of the individual lots.

44. **Add note to plans:** Any storm drainage system not within public Rights-Of-Way is considered a private system that will not be maintained by the City of Marietta. A storm drainage easement does not indicate ownership by the City of Marietta.

45. **Add note to plans:** Drainage away from all buildings shall be not less than 6" in 10 feet. Wherever possible residential homes and commercial buildings are to be higher than top of curb elevation for adequate drainage.

46. **Add note to plans:** All roadways, public or private, must have the City Inspector observe and approve the proof rolling of road and drive areas before aggregate base course is applied and also before the asphalt or concrete is applied. If approved by the City Engineer, contractor may have a geotechnical / soils engineer evaluate the exposed subgrade and GAB prior to installation of base course and asphalt or concrete (but not in lieu of City Inspection).

47. **Add note to plans:** Connect all downspouts to storm sewer system. If impossible to connect to storm drains, then flows from downspouts shall be sufficiently spread to prevent erosive conditions. In subdivisions downspouts shall be spread across grass areas to allow some infiltration. Swales down property lines between buildings are to convey the water to the street storm drains. Care must be taken to protect adjacent structures and property.

48. **Add note to plans:** Land disturbance cannot begin on the site until after the Preconstruction Conference and the Erosion Control Inspector gives the LDA Permit to the contractor. Present for the

Preconstruction Conference shall be: General Contractor, Grading Contractor, and Owner. The Design Professional may be present at the direction of the Owner.

49. **Add note to plans:** "Per the 'Safe Dams' Law (OCGA 12-5-370 / Chapter 391-3-8-.01 et seq), ' All earthen embankments shall be protected from surface erosion by appropriate vegetation, or some other type protective surface such as rip rap or paving. Inappropriate vegetation on existing dams such as trees shall be removed ... Hedges and small shrubs may be allowed on existing dams if they do not obscure inspection or interfere with the operation and maintenance of the dam.' The State Law continues, 'Prevent the growth of trees or brush on the embankment of the dam and on the spillway system.' Landscaping with trees shall not be installed on earthen embankments where permanent or temporary ponding of water may cause weakening and / or failure along the roots."

50. **Add note to <u>subdivision</u> plans:** Each lot in a subdivision, or building within townhouses/condominiums/multi-family will be an entity on it's own with respect to erosion and sediment control using individual lot / building Best Management Practices.

51. **Add note to <u>subdivision</u> plans:** All builders must assume "full buildout" of upslope lots within a subdivision when providing means for drainage.

52. **Add note to <u>subdivision</u> plans:** All builders must obtain approval from downslope lot owners prior to re-routing drainage to downslope lots.

53. **Add note to <u>subdivision</u> plans:** A minimum 20' drainage easement shall be centered on all ditches, swales, storm drain pipes or other drainageways.

54. **Add note to <u>subdivision</u> plans:** All lots are to have 10' drainage easement along side property lines, and 20' drainage easement centered on rear property lines.

55. **Add note to <u>subdivision</u> plans:** No permanent structures shall be constructed within ten feet of a permanent water or sewer easement on front or rear setbacks, or within two feet for side setbacks.

56. Stop signs are to be located at all crosswalk areas, as Directed by the City Engineer and Public Works Director, to protect pedestrians.

57. A two-way road shall be a minimum of 20' travelway plus curb and gutter – 24' back of curb to back of curb. Parking spaces shall be a minimum of 20' to the face of curb, and 9' wide plus curb and gutter to the side.

58. All variances and Stipulations from the Board of Zoning Appeals and / or City Council must be shown on the plans. On the cover sheet reference the applicable variances and stipulations and note on which sheet they are found.

59. Streets design paving and right-of-way widths and grades shall conform to Division 730 of the Zoning Code. Per 716.06, private streets or alleys, if approved by City Council, shall meet all requirements of Local Streets. "*All alleys shall include an access and utility easement including the travel-way, curb, gutter, and sidewalk plus 5' on both sides*"; " *...in no case shall the access and utility easement be less than 20'. In all cases, the travel-way for alleys shall not be less than 14' in width for one-way access and not less than 20' in width for two-way access. The travel-way is defined as the paved surface intended for travel between curbs and excludes gutters. For one-way alleys the travel-way includes the entire roadway excluding gutters, for two-way alleys the travel-way includes one-half of the roadway excluding gutters. When designing for emergency vehicles greater than 30' in length the entire roadway excluding gutters may be considered the travel-way.*"

60. _____

61. _____

62. _____

63. _____

64. _____

65. _____

❑ **Address redline comments. <u>Redline drawings must be returned with revisions</u>.**

<u>NOTE:</u>

- **As-Builts are required at time of Final Plat or prior to City approval of the Grading Final for CO / CC in file formats CADD ".dgn", ".dwg" and ".dxf" as well as ".pdf". *<u>Certificate of Occupancy will not be given until the As-Built is provided</u>*. NOTE: The Fire Dept is requiring a copy of the As-Built plan in pdf and CADD on a CD-Rom in addition to Public Works.**
- **NOTE: If an Exemption Plat is required for the property on which site plans are reviewed, no LDA Permit will be signed until the Plat is approved.**

<u>AFTER ONE-STOP REVIEW:</u> Provide two CD-ROMs of approved site plans in pdf with the red "Marietta Stamp" .

❑ Provide the entire set of Approved Plans (Marietta stamp), with approval stamps, scanned in ".pdf" format back to the Public Works Department on <u>two CDs</u>. If there are any questions you may contact Richard King, Civil Engineer, at (770) 794-8110. **NOTE: The Fire Dept is requiring a copy of the "Marietta" stamped approved plan in pdf on a CD-Rom in addition to Public Works as part of the 2 CDs.**

❑ Provide executed and recorded Stormwater Management and Inspection Agreement, if not already provided at One-Stop as required.

- Provide As-Built data for the stormwater system to the Public Works Department. Data must be supplied electronically in CADD and ".pdf" formats and based on GA State Plane Coordinate System (West Zone) utilizing NAD 83/94 adjustment and NAVD 88.

Daniel J. Conn, P.E.
Public Works Director

James A. Wilgus, P.E.
City Engineer/Asst Public Works Director

Richard E. King, CPSS, CPESC
Civil Engineer

Marietta GEORGIA

CITY OF EXCELLENCE

Issued August 29, 2005

Checklist Specific for Hydrology Report to be included with Site Plans submitted to the City of Marietta

Please refer to the Georgia Stormwater Management Manual, including Section 4.2.3 (Volume I) Minimum Stormwater Management Standards, and to the Stormwater Quality Control Ordinance Article 7-8-14 et seq of the Code of the City of Marietta

A. Hydrologic and hydraulic analysis including:

1. Basin Maps & existing conditions hydrologic analysis for runoff rates/peak discharges, volumes, times of concentration, runoff coefficients / curve numbers, and velocities showing methodologies used and supporting calculations.
2. Basin Maps & proposed (post-development) conditions hydrologic analysis for runoff rates/peak discharges, volumes, times of concentration, runoff coefficients / curve numbers, and velocities showing methodologies used and supporting calculations.
3. Downstream overbank flood protection shall be provided by controlling the post-development peak discharge rate to the predevelopment rate for the 25-year, 24-hour return frequency storm event. If control of the 1-year, 24-hour storm is exempted, then overbank flood protection shall be provided by controlling the post-development peak discharge rate to the predevelopment rate for the 2-year through the 25-year return frequency storm events (2,5,10,25).
4. Final sizing calculations for structural stormwater controls including contributing drainage area, storage, and outlet configuration(s).
5. Stage-discharge / stage-storage, outlet rating curves, and inflow and outflow hydrographs for storage facilities.
6. Final analysis of potential downstream impact / effects of project where required per GSWMM and City Ordinance (see "C" below).
7. Water Quality Calculations per GSWMM in accordance with the *Stormwater Quality Control Ordinance Article 7-8-14 et seq of the Code of the City of Marietta.*
8. Dam safety and breach analysis, where required.
9. The Hydro Report shall be signed and sealed by a Registered Professional Engineer in Georgia.

B. Representative cross-section and profile drawings and details of structural stormwater controls and conveyances which include:

1. Existing and proposed structural elevations (ie: invert of pipes, manholes, etc.)
2. Design water surface elevations
3. Structural details of structural control designs, outlet control structures, embankments, spillways, grade control structures, conveyance channels, etc.

4. All basins shall have an emergency spillway designed, dewatering device per the Manual for Erosion and Sediment Control in Georgia, anti-seep collar(s) on the barrel pipe, anti-vortex device with trash rack on the riser or concrete weir box, key trench, all designed per the Manual.

C. Hydrology Report to include as a minimum:

1. **Use of Better Site Design Practices for Stormwater Management.** Site designs should preserve the natural drainage and treatment systems and reduce the generation of additional stormwater runoff and pollutants to the fullest extent practicable. Additionally, any design which conflicts with potential State Waters or Wetlands shall include the necessary documentation under State and Federal Laws.
2. **Stormwater Runoff Quality.** All stormwater runoff generated from a site shall be adequately treated before discharge. Stormwater management systems, which includes both structural stormwater controls and better site design practices must be designed to remove 80% of the average annual post-development total suspended solids (TSS) load and be able to meet any other additional watershed or site specific water quality requirements. It is to be sized to capture and treat the prescribed water quality treatment volume, which is defined as the runoff volume resulting from the first 1.2 inches of rainfall from the site.
3. **Stream Channel Protection.** Provided by using ALL of the following three approaches: (1) 24-hr extended detention storage of the 1-year, 24-hour return frequency storm event; (2) erosion prevention measures such as energy dissipation and velocity control; and (3) preservation of the applicable stream buffer.
4. **Overbank Flood Protection.** Downstream overbank flood protection shall be provided by controlling the post-development peak discharge rate to the predevelopment rate for the 25-year, 24-hour return frequency storm event. If control of the 1-year, 24-hour storm is exempted, then overbank flood protection shall be provided by controlling the post-development peak discharge rate to the predevelopment rate for the 2-year through the 25-year return frequency storm events.
5. **Extreme Flood Protection.** Extreme flood protection shall be provided by controlling and / or safely conveying the 100-year, 24-hour return frequency storm event.
6. **Downstream Analysis.** This shall be performed to determine if there are any additional impacts (peak flow increase or downstream flooding) while meeting the standards above. It shall be performed at the outlet(s) of the site, and downstream at each tributary junction where the area of the portion of the site draining into the system is less than or equal to 10% of the total drainage area above.

EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN CHECKLIST
STAND ALONE CONSTRUCTION PROJECTS

SWCD: _____

Project Name: _____ **Address:** _____

City/County: _____ **Date on Plans:** _____

Plan Page #	Included Y/N		TO BE SHOWN ON ES&PC PLAN
		1.	The applicable Erosion, Sedimentation and Pollution Control Plan Checklist established by the Commission as of January 1 of the year in which the land-disturbing activity was permitted. **(The completed Checklist must be submitted with the ES&PC Plan or the Plan will not be reviewed)**
		2.	Level II certification number issued by the Commission, signature and seal of the certified design professional. **(Signature, seal and Level II number must be on each sheet pertaining to ES&PC plan or the Plan will not be reviewed)**
		3.	The name and phone number of the 24-hour local contact responsible for erosion, sedimentation and pollution controls.
		4.	Provide the name, address and phone number of primary permittee.
		5.	Note total and disturbed acreage of the project or phase under construction.
		6.	Provide land lot and district numbers for site location. Describe critical areas and any additional measures that will be utilized for these areas.
		7.	Provide vicinity map showing site's relation to surrounding areas. Include designation of specific phase, if necessary.
		8.	Graphic scale and north arrow.
		9.	Existing and proposed contour lines with contour lines drawn at an interval in accordance with the following:

Map Scale	Ground Slope	Contour Intervals, ft.
1 inch = 100ft or larger scale	Flat 0 - 2% Rolling 2 - 8% Steep 8% +	0.5 or 1 1 or 2 2,5 or 10

10. Boundary line survey.

11. Delineation and acreage of contributing drainage basins on the project site.

12. Delineation of on-site wetlands and all state waters located on and within 200 feet of the project site.

13. Delineation of the applicable 25-foot or 50-foot undisturbed buffers adjacent to state waters and any additional buffers required by the Local Issuing Authority. Clearly note and delineate all areas of impact.

14. Delineate all sampling locations, perennial and intermittent streams and other water bodies into which storm water is discharged.

15. Storm-drain pipe and weir velocities with appropriate outlet protection to accommodate discharges without erosion. Identify/Delineate all storm water discharge points.

16. Soil series for the project site and their delineation.

17. Identify the project receiving waters and describe all adjacent areas including streams, lakes, residential areas, wetlands, etc. which may be affected.

18. Any construction activity which discharges storm water into an Impaired Stream Segment, or within 1 linear mile upstream of and within the same watershed as, any portion of an Biota Impaired Stream Segment must comply with Part III. C. of the Permit. Include the completed Appendix 1 listing all the BMPs that will be used for those areas of the site which discharge to the Impaired Stream Segment.

19. If a TMDL Implementation Plan for sediment has been finalized for the Impaired Stream Segment (identified in item 18 above) at least six months prior to submittal of NOI, the ES&PC Plan must address any site-specific conditions or requirements included in the TMDL Implementation Plan.

☐	☐	20.	Provide hydrology study and maps of drainage basins for both the pre- and post-developed conditions.
☐	☐	21.	Initial date of the Plan and the dates of any revisions made to the Plan including the entity who requested the revisions.
☐	☐	22.	The limits of disturbance for each phase of construction.
☐	☐	23.	Limit of disturbance shall be no greater than 50 acres at any one time without prior written authorization from the EPD District Office. If EPD approves the request to disturb 50 acres or more at any one time, the plan must include at least 4 of the BMPs listed in Appendix 1 of this checklist. **(A copy of the written approval by EPD must be attached to the plan for the plan to be reviewed.)**
☐	☐	24.	Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written rationale explaining the decision to use equivalent controls when a sediment basin is not attainable must be included in the plan for each common drainage location in which a sediment basin is not provided. Worksheets from the Manual must be included for structural BMPs and all calculations used by the design professional to obtain the required sediment storage when using equivalent controls.
☐	☐	25.	Use of alternative BMPs whose performance has been documented to be equivalent to or superior to conventional BMPs as certified by a Design Professional (unless disapproved by EPD or the Georgia Soil and Water Conservation Commission). Please refer to the Alternative BMP Guidance Document found at www.gaswcc.org.
☐	☐	26.	Best Management Practices to minimize off-site vehicle tracking of sediments and the generation of dust.
☐	☐	27.	BMPs for concrete washdown of tools, concrete mixer chutes, hoppers and the rear of the vehicles. Washout of the drum at the construction site is prohibited.
☐	☐	28.	Provide BMPs for the remediation of all petroleum spills and leaks.
☐	☐	29.	Location of Best Management Practices that are consistent with and no less stringent than the Manual for Erosion and Sediment Control in Georgia. Use uniform coding symbols from the Manual, Chapter 6, with legend.
☐	☐	30.	Description of the nature of construction activity.

☐	☐	31.	A description of appropriate controls and measures that will be implemented at the construction site including: (1) initial sediment storage requirements and perimeter control BMPs, (2) intermediate grading and drainage BMPs, and (3) final BMPs.
☐	☐	32.	Description and chart or timeline of the intended sequence of major activities which disturb soils for the major portions of the site (i.e., initial perimeter and sediment storage BMPs, clearing and grubbing activities, excavation activities, utility activities, temporary and final stabilization).
☐	☐	33.	Description of the practices that will be used to reduce the pollutants in storm water discharges.
☐	☐	34.	Description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after construction operations have been completed.
☐	☐	35.	Design professional's certification statement and signature that the site was visited prior to development of the ES&PC Plan as stated on page 14 of the permit.
☐	☐	36.	Design professional's certification statement and signature that the permittee's ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on page 14 of the permit.
☐	☐	37.	Certification statement and signature of the permittee or the duly authorized representative as stated in section V.G.2.d. of the state general permit.
☐	☐	38.	An estimate of the runoff coefficient or peak discharge flow of the site prior to and after construction activities are completed.
☐	☐	39.	Indication that non-exempt activities shall not be conducted within the 25 or 50-foot undisturbed stream buffers as measured from the point of wrested vegetation without first acquiring the necessary variances and permits.
☐	☐	40.	Indication that the design professional who prepared the ES&PC Plan is to inspect the installation of the initial sediment storage requirements and perimeter control BMPs within 7 days after installation.
☐	☐	41.	Indication that amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional.

☐	☐	42.	Indication that waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit.
☐	☐	43.	Documentation that the ES&PC Plan is in compliance with waste disposal, sanitary sewer, or septic tank regulations during and after construction activities have been completed.
☐	☐	44.	Provide complete requirements of inspections and record keeping by the primary permittee.
☐	☐	45.	Provide complete requirements of sampling frequency and reporting of sampling results.
☐	☐	46.	Provide complete details for retention of records as per Part IV.F. of the permit.
☐	☐	47.	Description of analytical methods to be used to collect and analyze the samples from each location.
☐	☐	48.	Appendix B rationale for outfall sampling points where applicable.
☐	☐	49.	Clearly note statement in bold letters- **"The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to, or concurrent with, land disturbing activities."**
☐	☐	50.	Clearly note maintenance statement in bold letters - **"Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source."**
☐	☐	51.	Clearly note the statement in bold letters - **"Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."**
☐	☐	52.	Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet the guidelines set forth in the Manual for Erosion and Sediment Control in Georgia.
☐	☐	53.	Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia.

Effective January 1, 2011

EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN CHECKLIST
INFRASTRUCTURE CONSTRUCTION PROJECTS

SWCD: _____

Project Name: _____ **Address:** _____

City/County: _____ **Date on Plans:** _____

Plan Page #	Included Y/N		TO BE SHOWN ON ES&PC PLAN
		1.	The applicable Erosion, Sedimentation and Pollution Control Plan Checklist established by the Commission as of January 1 of the year in which the land-disturbing activity was permitted. **(The completed Checklist must be submitted with the ES&PC Plan or the Plan will not be reviewed)**
		2.	Level II certification number issued by the Commission, signature and seal of the certified design professional. **(Signature, seal and Level II number must be on each sheet pertaining to ES&PC plan or the Plan will not be reviewed)**
		3.	The name and phone number of the 24-hour local contact responsible for erosion, sedimentation and pollution controls.
		4.	Provide name, address and phone number of primary permittee.
		5.	Note total and disturbed acreage of the project or phase under construction.
		6.	Provide land lot and district numbers for site location. Describe critical areas and any additional measures that will be utilized for these areas.
		7.	Provide vicinity map showing site's relation to surrounding areas. Include designation of specific phase, if necessary.
		8.	Graphic scale and north arrow.
		9.	Existing and proposed contour lines with contour lines drawn at an interval in accordance with the following:

Existing Contours:	USGS 1":2000' Topographical Sheets
Proposed Contours:	1" : 400' Centerline Profile

☐	☐	10.	Delineation and acreage of contributing drainage basins on the project site.
☐	☐	11.	Delineation of on-site wetlands and all state waters located on and within 200 feet of the project site.
☐	☐	12.	Delineation of the applicable 25-foot or 50-foot undisturbed buffers adjacent to state waters and any additional buffers required by the Local Issuing Authority. Clearly note and delineate all areas of impact.
☐	☐	13.	Delineate all sampling locations, perennial and intermittent streams and other water bodies into which storm water is discharged.
☐	☐	14.	Storm-drain pipe and weir velocities with appropriate outlet protection to accommodate discharges without erosion. Identify/Delineate all storm water discharge points.
☐	☐	15.	Soil series for the project site and their delineation.
☐	☐	16.	Identify the project receiving waters and describe all adjacent areas including streams, lakes, residential areas, wetlands, etc. which may be affected.
☐	☐	17.	Any construction activity which discharges storm water into an Impaired Stream Segment, or within 1 linear mile upstream of and within the same watershed as, any portion of an Biota Impaired Stream Segment must comply with Part III. C. of the Permit. Include the completed Appendix 1 listing all the BMPs that will be used for those areas of the site which discharge to the Impaired Stream Segment.
☐	☐	18.	If a TMDL Implementation Plan for sediment has been finalized for the Impaired Stream Segment (identified in item 18 above) at least six months prior to submittal of NOI, the ES&PC Plan must address any site-specific conditions or requirements included in the TMDL Implementation Plan.
☐	☐	19.	Delineate on-site drainage and off-site watersheds using USGS 1" : 2000' topographical sheets.
☐	☐	20.	Initial date of the Plan and the dates of any revisions made to the Plan including the entity who requested the revisions.

☐	☐	21.	The limits of disturbance for each phase of construction.
☐	☐	22.	Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written rationale explaining the decision to use equivalent controls when a sediment basin is not attainable must be included in the plan for each common drainage location in which a sediment basin is not provided. Worksheets from the Manual must be included for structural BMPs and all calculations used by the design professional to obtain the required sediment storage when using equivalent controls.
☐	☐	23.	Use of alternative BMPs whose performance has been documented to be equivalent to or superior to conventional BMPs as certified by a Design Professional (unless disapproved by EPD or the Georgia Soil and Water Conservation Commission). Please refer to the Alternative BMP Guidance Document found at www.gaswcc.org.
☐	☐	24.	Best Management Practices to minimize off-site vehicle tracking of sediments and the generation of dust.
☐	☐	25.	BMPs for concrete washdown of tools, concrete mixer chutes, hoppers and the rear of the vehicles. Washout of the drum at the construction site is prohibited.
☐	☐	26.	Provide BMPs for the remediation of all petroleum spills and leaks.
☐	☐	27.	Location of Best Management Practices that are consistent with and no less stringent than the Manual for Erosion and Sediment Control in Georgia. Use uniform coding symbols from the Manual, Chapter 6, with legend.
☐	☐	28.	Description of the nature of construction activity.
☐	☐	29.	A description of appropriate controls and measures that will be implemented at the construction site including: (1) initial sediment storage requirements and perimeter control BMPs, (2) intermediate grading and drainage BMPs, and (3) final BMPs.
☐	☐	30.	Description and chart or timeline of the intended sequence of major activities which disturb soils for the major portions of the site (i.e., initial perimeter and sediment storage BMPs, clearing and grubbing activities, excavation activities, utility activities, temporary and final stabilization).

☐	☐	31.	Description of the practices that will be used to reduce the pollutants in storm water discharges.
☐	☐	32.	Description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after construction operations have been completed.
☐	☐	33.	Design professional's certification statement and signature that the site was visited prior to development of the ES&PC Plan as stated on page 15 of the permit.
☐	☐	34.	Design professional's certification statement and signature that the permittee's ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on page 14 of the permit.
☐	☐	35.	Certification statement and signature of the permittee or the duly authorized representative as stated in section V.G.2.d. of the state general permit.
☐	☐	36.	An estimate of the runoff coefficient or peak discharge flow of the site prior to and after construction activities are completed.
☐	☐	37.	Indication that non-exempt activities shall not be conducted within the 25 or 50-foot undisturbed stream buffers as measured from the point of wrested vegetation without first acquiring the necessary variances and permits.
☐	☐	38.	Indication that the design professional who prepared the ES&PC Plan is to inspect the installation of the initial sediment storage requirements and perimeter control BMPs within 7 days after installation.
☐	☐	39.	Indication that amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional.
☐	☐	40.	Indication that waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit.
☐	☐	41.	Documentation that the ES&PC Plan is in compliance with waste disposal, sanitary sewer, or septic tank regulations during and after construction activities have been completed.
☐	☐	42.	Provide complete requirements of inspections and record keeping by the primary permittee.

☐	☐	43.	Provide complete requirements of sampling frequency and reporting of sampling results.
☐	☐	44.	Provide complete details for retention of records as per Part IV.F. of the permit.
☐	☐	45.	Description of analytical methods to be used to collect and analyze the samples from each location.
☐	☐	46.	Appendix B rationale for outfall sampling points where applicable.
☐	☐	47.	Clearly note statement in bold letters- **"The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to, or concurrent with, land disturbing activities."**
☐	☐	48.	Clearly note maintenance statement in bold letters - **"Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source."**
☐	☐	49.	Clearly note the statement in bold letters - **"Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."**
☐	☐	50.	Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet the guidelines set forth in the Manual for Erosion and Sediment Control in Georgia.
☐	☐	51.	Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia.

EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN CHECKLIST
COMMON DEVELOPMENTS

SWCD: _____

Project Name: _____ **Address:** _____

City/County: _____ **Date on Plans:** _____

Plan Page #	Included Y/N		TO BE SHOWN ON ES&PC PLAN
		1.	The applicable Erosion, Sedimentation and Pollution Control Plan Checklist established by the Commission as of January 1 of the year in which the land-disturbing activity was permitted. **(The completed Checklist must be submitted with the ES&PC Plan or the Plan will not be reviewed)**
		2.	Level II certification number issued by the Commission, signature and seal of the certified Design Professional. **(Signature, seal and Level II number must be on each sheet pertaining to ES&PC plan or the Plan will not be reviewed)**
		3.	The name and phone number of the 24-hour local contact responsible for erosion, sedimentation and pollution controls.
		4.	Provide the name, address and phone number of primary permittee or tertiary permittee.
		5.	Note total and disturbed acreage (the disturbed area shall be the total estimated disturbed area of the primary and secondary permittees or the tertiary permittee) of the project or phase under construction.
		6.	Provide land lot and district numbers for site location. Describe critical areas and any additional measures that will be utilized for these areas.
		7.	Provide vicinity map showing site's relation to surrounding areas. Include designation of specific phase, if necessary.
		8.	Graphic scale and north arrow.
		9.	Existing and proposed contour lines with contour lines drawn at an interval in accordance with the following:

Map Scale	Ground Slope	Contour Intervals, ft.
1 inch = 100ft or larger scale	Flat 0 - 2% Rolling 2 - 8% Steep 8% +	0.5 or 1 1 or 2 2,5 or 10

10. Boundary line survey.

11. Delineation and acreage of contributing drainage basins on the project site.

12. Delineation of on-site wetlands and all state waters located on and within 200 feet of the project site.

13. Delineation of the applicable 25-foot or 50-foot undisturbed buffers adjacent to state waters and any additional buffers required by the Local Issuing Authority. Clearly note and delineate all areas of impact.

14. Delineate all sampling locations, perennial and intermittent streams and other water bodies into which storm water is discharged.

15. Storm-drain pipe and weir velocities with appropriate outlet protection to accommodate discharges without erosion. Identify/Delineate all storm water discharge points.

16. Soil series for the project site and their delineation.

17. Identify the project receiving waters and describe all adjacent areas including streams, lakes, residential areas, wetlands, etc. which may be affected.

18. Any construction activity which discharges storm water into an Impaired Stream Segment, or within 1 linear mile upstream of and within the same watershed as, any portion of an Biota Impaired Stream Segment must comply with Part III. C. of the Permit. Include the completed Appendix 1 listing all the BMPs that will be used for those areas of the site which discharge to the Impaired Stream Segment.

19. If a TMDL Implementation Plan for sediment has been finalized for the Impaired Stream Segment (identified in item 18 above) at least six months prior to submittal of NOI, the ES&PC Plan must address any site-specific conditions or requirements included in the TMDL Implementation Plan.

☐	☐	20.	Provide hydrology study and maps of drainage basins for both the pre- and post-developed conditions.
☐	☐	21.	Initial date of the Plan and the dates of any revisions made to the Plan including the entity who requested the revisions.
☐	☐	22.	The limits of disturbance for each phase of construction.
☐	☐	23.	Limit of disturbance shall be no greater than 50 acres for each individual permittee (i.e. Primary, Secondary or Tertiary) at any one time and no more than 50 contiguous acres at one time without prior written authorization from the EPD District Office. If EPD approves the request to disturb 50 acres or more at any one time, the Plan must include at least 4 of the BMPs listed in Appendix 1 of this checklist. **(A copy of the written approval by EPD must be attached to the plan for the plan to be reviewed.)**
☐	☐	24.	Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written rationale explaining the decision to use equivalent controls when a sediment basin is not attainable must be included in the Plan for each common drainage location in which a sediment basin is not provided. Worksheets from the Manual must be included for structural BMPs and all calculations used by the design professional to obtain the required sediment storage when using equivalent controls.
☐	☐	25.	Use of alternative BMPs whose performance has been documented to be equivalent to or superior to conventional BMPs as certified by a Design Professional (unless disapproved by EPD or the Georgia Soil and Water Conservation Commission). Please refer to the Alternative BMP Guidance Document found at www.gaswcc.org.
☐	☐	26.	Best Management Practices to minimize off-site vehicle tracking of sediments and the generation of dust.
☐	☐	27.	BMPs for concrete washdown of tools, concrete mixer chutes, hoppers and the rear of the vehicles. Washout of the drum at the construction site is prohibited.
☐	☐	28.	Provide BMPs for the remediation of all petroleum spills and leaks.
☐	☐	29.	Plan addresses BMPs for all phases of common development including individual building lots and out-parcels, etc. regardless of who owns or operates the individual sites. Include a typical and any situational lots applicable.

☐	☐	30.	Location of Best Management Practices that are consistent with and no less stringent than the Manual for Erosion and Sediment Control in Georgia. Use uniform coding symbols from the Manual, Chapter 6, with legend.
☐	☐	31.	Description of the nature of construction activity.
☐	☐	32.	A description of appropriate controls and measures that will be implemented at the construction site including: (1) initial sediment storage requirements and perimeter control BMPs, (2) intermediate grading and drainage BMPs, and (3) final BMPs.
☐	☐	33.	Description and chart or timeline of the intended sequence of major activities which disturb soils for the major portions of the site (i.e., initial perimeter and sediment storage BMPs, clearing and grubbing activities, excavation activities, utility activities, temporary and final stabilization).
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☐	☐	35.	Description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after construction operations have been completed.
☐	☐	36.	Design professional's certification statement and signature that the site was visited prior to development of the ES&PC Plan as stated on page 17 of the permit.
☐	☐	37.	Design professional's certification statement and signature that the permittee's ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on page 17 of the permit.
☐	☐	38.	Certification statement and signature of the permittee or the duly authorized representative as stated in section V.G.2.d. of the state general permit.
☐	☐	39.	An estimate of the runoff coefficient or peak discharge flow of the site prior to and after construction activities are completed.
☐	☐	40.	Indication that non-exempt activities shall not be conducted within the 25 or 50-foot undisturbed stream buffers as measured from the point of wrested vegetation without first acquiring the necessary variances and permits.

☐	☐	41.	Indication that the design professional who prepared the ES&PC Plan is to inspect the installation of the initial sediment storage requirements and perimeter control BMPs within 7 days after installation.
☐	☐	42.	Indication that amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional.
☐	☐	43.	Indication that waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit.
☐	☐	44.	Indication that the applicable portion of ES&PC Plan is to be provided to each secondary permittee prior to the secondary conducting any construction activity and that each secondary shall sign the Plan or portion of the Plan applicable to their site. List the names and addresses of all secondary permittees.
☐	☐	45.	Documentation that the ES&PC Plan is in compliance with waste disposal, sanitary sewer, or septic tank regulations during and after construction activities have been completed.
☐	☐	46.	Provide complete requirements of inspections and record keeping by the primary permittee, secondary permittees and tertiary permittees.
☐	☐	47.	Provide complete requirements of sampling frequency and reporting of sampling results.
☐	☐	48.	Provide complete details for retention of records as per Part IV.F. of the permit.
☐	☐	49.	Description of analytical methods to be used to collect and analyze the samples from each location.
☐	☐	50.	Appendix B rationale for outfall sampling points where applicable.
☐	☐	51.	Clearly note statement in bold letters- **"The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to, or concurrent with, land disturbing activities."**
☐	☐	52.	Clearly note maintenance statement in bold letters - **"Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source."**

☐	☐	53.	Clearly note the statement in bold letters - **"Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."**
☐	☐	54.	Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet the guidelines set forth in the Manual for Erosion and Sediment Control in Georgia.
☐	☐	55.	Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia.

APPENDIX 1

THE ES&PC PLAN MUST INCLUDE AT LEAST FOUR (4) OF THE FOLLOWING BMPS FOR THOSE AREAS OF THE SITE WHICH DISCHARGE TO A IMPAIRED STREAM SEGMENT AND FOR SITES WHICH EPD HAS APPROVED IN WRITING A REQUEST TO DISTURB 5O ACRES OR MORE AT ANY ONE TIME.

Plan Page #	Included Y/N		
		a.	During construction activities, double the width of the 25 foot undisturbed vegetated buffer along all State waters requiring a buffer and the 50 foot undisturbed vegetated buffer along all State waters classified as "trout streams" requiring a buffer. During construction activities, EPD will not grant variances to any such buffers that are increased in width.
		b.	Increase all temporary sediment basins and retrofitted storm water management basins to provide sediment storage of at least 3600 cubic feet (134 cubic yards) per acre drained.
		c.	Use baffles in all temporary sediment basins and retrofitted storm water management basins to at least double the conventional flow path length to the outlet structure.
		d.	Place a large sign (minimum 4 feet x 8 feet) on the site visible from the roadway identifying the construction site, the permittee(s), and the contact person(s) and telephone number(s).
		e.	Use anionic polyacrylamide (PAM) and/or mulch to stabilize areas left disturbed for more than seven (7) calendar days in accordance with Part III. D.1. of the NPDES Permit GAR 100003.
		f.	Conduct turbidity and Total Suspended Solids (TSS) sampling after every rain event of 0.5 inch or greater within any 24 hour period, recognizing the exceptions specified in Part IV.D.6.d. of the NPDES Permit GAR 100003.
		g.	Comply with the applicable end-of-pipe turbidity effluent limit, without the "BMP defense" as provided for in O.C.G.A. 12-7-6 (a)(1).
		h.	Limit the total planned site disturbance to less than 50% impervious surfaces (excluding any State-mandated buffer areas from such calculations).
		i.	Limit the amount of disturbed area at any one time to no greater than 25 acres or 50% of the total planned site, whichever is less.
		j.	Use "Dirt II" techniques to model and manage storm water runoff (e.g., seep berms, sand filters, anionic Pam), available on the EPD website, www.gaepd.org.
		k.	Add appropriate organic soil amendments (e.g., compost) and conduct pre- and post-construction soil sampling to a depth of six (6) inches to document improved levels of soil carbon after final stabilization of the construction site.
		l.	Use mulch filter berms, in addition to a silt fence, on the site perimeter wherever storm water may be discharged.
		m.	Apply the appropriate Georgia Department of Transportation approved erosion control matting or blankets or bonded fiber matrix to all slopes steeper than 3:1.
		n.	Use appropriate erosion control matting or blankets instead of concrete in construction storm water ditches and storm drainages designed for a 25 year, 24 hour rainfall event.
		o.	Use anionic PAM under a passive dosing method (e.g., flocculant blocks) within construction storm water ditches and storm drainages that feed into temporary sediment basins and retrofitted management basins.
		p.	Install sod for a minimum 20 foot width, in lieu of seeding, along the site perimeter wherever storm water may be discharged.
		q.	Use a surface draining skimmer designed to drain temporary sediment basins and retrofitted storm water management basins over a minimum three (3) day period.
		r.	Certified personnel shall conduct inspections at least twice every seven (7) calendar days and within 24 hours of the end of the storm that is 0.5 inches rainfall or greater in accordance with Part IV.D.4.a.(2). (a) - (c), Part IV.D.4.b.(3). (a) - (c) or Part IV.D.4.c.(2). (a) - (c) of the NPDES Permit GAR 100003, as applicable.
		s.	Apply the appropriate compost blankets (minimum depth 1.5 inches) to protect soil surfaces until vegetation is established during the final stabilization phase of the construction activity.
		t.	Use alternative BMPs whose performance has been documented **to** be superior to conventional BMPs as certified by a Design Professional (unless disapproved by EPD or the State Soil and Water Conservation Commission). (If using this item please refer to the Alternative BMP guidance document found at www.gaswcc.org)

DEPARTMENT OF PUBLIC WORKS
205 Lawrence Street
P.O. Box 609
Marietta, GA 30061-0609
(770) 794-5650
Fax (770) 794-5585

Memorandum

To: Manufacturers / Suppliers of Proprietary Stormwater Treatment Systems, Design Professionals, City staff, and other interested parties

From: James A. Wilgus, P.E., City Engineer & Asst Public Works Director

Date: June 15, 2005
Revised: September 1, 2010

Subject: ***Proprietary Stormwater Treatment Systems***

As noted in May 2005, until information is provided as requested, no proprietary stormwater treatment systems will be approved on plans for Storm Water Quality on sites within the City of Marietta after June 15, 2005. (see list at bottom of second page approved for use within Marietta)

The City of Marietta Public Works Department has, since early May 2005, requested information from manufacturers and their representatives regarding proprietary storm water treatment systems. We have met with a few manufacturers, engineers, and design professionals and thus far there seems to be some confusion over the City of Marietta requirements for storm water quality control devices.

The City of Marietta adopted Ordinance #6634 *"Post-Development Stormwater Management for New Development and Redevelopment"* found in article 7-8-18, and signed into effect on March 10, 2004, revised February 11, 2009. Article 1.7 of this ordinance states *"The City of Marietta will utilize the policy, criteria and information including technical specifications and standards in the latest edition of the Georgia Stormwater Management Manual, for the proper implementation of the requirements of this ordinance."*

Volume 1 Section 4.4 of the *GSWMM* requires an applicant to *"Treat the runoff from 85% of the storms that occur in an average year. For Georgia, this equates to providing water quality treatment for the runoff resulting from a rainfall depth of 1.2 inches. Reduce the average annual post-development total suspended solids loadings by 80%."* Additional description is found in the *GSWMM* at Volume 1 Section 4.4.2 Water Quality, including the "TSS Reduction Goal".

Prior to the approval of any proprietary storm water quality control device, the City of Marietta requires a stamped and signed letter from an independent third party *Registered Professional Engineer in the State of Georgia* stating the following:

1. All of the Georgia Stormwater Management Manual requirements shown in Volume 2, Section 3.3.10.2 *Guidelines for Using Proprietary Systems* have been met or exceeded. Each required item is to be attached to the letter and a reference to each required item including the entity responsible and a *very brief* synopsis (ie: one to two sentences) must be included in the letter.
2. Maintenance requirements to ensure proper long-term functioning of the proprietary stormwater treatment system following installation – including a Maintenance Agreement. Specific guidelines and policies for long-term maintenance are to be noted.
3. Design requirements and any information that the Engineer deems necessary for the review and approval of the plans.

The above items are to be in accordance with the "*Guidelines for Using Proprietary Systems*" found in Volume 2 Section 3.3.10.2 of the GSWMM.

The City Engineer may require an alternative water quality design to be shown on the plans in the event that the proprietary storm water quality device does not meet the above requirements within 30 days after product installation.

The above should be provided in written form to:

Richard E. King, CPSS, CPESC, Civil Engineer
James A. Wilgus, P.E., City Engineer & Asst Public Works Director
City of Marietta, Dept of Public Works - Engineering
205 Lawrence Street, 2nd Floor
Marietta, GA 30060
770-794-8110 rking@mariettaga.gov & 770-794-5648 jwilgus@mariettaga.gov

****

The fourteen (14) approved Water Quality Proprietary Units for use within the City of Marietta, as of September 1, 2010:

BaySaver, Inc. (ADS) – BaySeparator
BaySaver, Inc. (ADS) – BayFilter
Contech CDS 2015 & CDS 2025 High Efficiency
Contech Stormwater Solutions – Stormfilter
Contech Stormwater Solutions – Vortechs
Crystal Stream Technologies
Hydro International Downstream Defender
Hydro International Up-Flo Filter
Imbrium Systems Corporation (ACF Environmental) Jellyfish Filter
Imbrium Systems Corporation (ACF Environmental) SorbtiveFilter
Imbrium Systems Corporation (ACF Environmental) SorbtiveMedia (BioRetention)
KriStar Enterprises FloGard Dual Vortex Hydrodynamic Separator
KriStar Enterprises FloGard Perk Filter Media Filtration Device
Stormceptor STC- 450 to 16000

CITY OF Marietta GEORGIA

MEMORANDUM

To: All persons involved in Site Construction, Site Plan Preparation, & Erosion and Sediment Control on construction sites

From: Daniel J. Conn, City Engineer / Acting Public Works Director

Date: April 12, 2006

Effective at 8 AM April 13, 2006, all projects meeting with the City Erosion Control Inspector will be given two documents to complete as follows:

1. ***Certification: CONSTRUCTION SITE MONTHLY EROSION & SEDIMENT CONTROL REPORT.***
   For new LDA Permits issued from April 12, 2006 or after, as noted on the form, this form shall be prepared by a **Level 1B or Level 2 Certified Person** or a registered professional ***engineer / architect / landscape architect / surveyor / or CPESC*** in the State of Georgia. This report is required to be **submitted prior to grubbing / grading operations, and on the 10th day of each month** thereafter until final stabilization is complete as approved by the City Erosion Control Inspector. If the ***CONSTRUCTION SITE MONTHLY EROSION & SEDIMENT CONTROL REPORT*** is not ***received by 5:00 p.m. on the 10th day of each month, a Stop Work Order may be issued for the project***. Following notification of a violation(s) on the site by the City Inspector, additional inspections may be required within 5 days, or less if the situation warrants, if requested by the City Erosion Control Inspector.

   For on-going site construction, where a violation has occurred (Notice Of Violation, Citation, Stop Work Order) ***or projects previously completing the prior form***, this form will be required as noted above to be completed **on the 10th day of each month** thereafter until final stabilization is complete as approved by the City Erosion Control Inspector. If the ***CONSTRUCTION SITE MONTHLY EROSION & SEDIMENT CONTROL REPORT*** is not ***received by 5:00 p.m. on the 10th day of each month, a Stop Work Order may be issued for the project***. Following notification of a violation(s) on the site by the City Inspector, additional inspections may be required within 5 days, or less if the situation warrants, if requested by the City Erosion Control Inspector.

2. ***Erosion Control Disclosure.***
   As noted on the form, the E&SC Disclosure must be submitted at time of meeting with City Erosion Control Inspector, and prior to receipt of Land Disturbing Activity Permit during the Pre-construction On-site meeting. Please note the last paragraph of the two page form which states *"My signature hereto signifies that I am the person responsible for compliance with the City Soil Erosion and Sediment Control Ordinance. I further acknowledge that I am the owner, a representative of the owner, or authorized on his / her behalf."*

*** * * * CERTIFICATION * * * ***

***** CONSTRUCTION SITE MONTHLY EROSION & SEDIMENT CONTROL REPORT *****

This form shall be prepared by a Level 1B or Level 2 Certified Person in the State of Georgia. This report is required to be **submitted prior to grubbing/grading operations, and on the 10th day of each month** thereafter until final stabilization is complete as approved by the City Erosion Control Inspector. ***If the Construction Site Monthly Erosion & Sediment Control Report is not received by 5:00 p.m. on the 10th day of each month, a Stop Work Order may be issued for the project.*** (Following notification of a violation(s) on the site by the City Inspector, additional inspections may be required within 5 days, or less if the situation warrants, if requested by the City Erosion Control Inspector.)

Mail to:

Attn: _____, Erosion Control Inspector _____ Date

City of Marietta Public Works Department
205 Lawrence Street, 2nd Floor
Marietta, GA 30060

Re: ***Monthly Erosion and Sediment Control Report***

Project Name: _____

Site Address: _____

City of Marietta Land Disturbance Permit Number: _____
(Site Address & LDP # must be included)

*** **NOTE:** The initial certification and modification of structural BMPs shall be performed by a qualified Level 2DP (Level 2 Certified Design Professional) ***or a*** registered professional ***engineer / architect / landscape architect / surveyor / or CPESC*** in the State of Georgia.

Based on a site inspection of the referenced project on _____ (Date of Inspection), I, _____ (Name),
certify that erosion and sediment control for the referenced project:

YES	NO	is in compliance with the approved erosion and control plan
YES	NO	is in compliance with the "Manual for Erosion and Sediment Control in Georgia" (Manual)
YES	NO	all erosion and sedimentation measures have been properly installed
YES	NO	all erosion and sedimentation measures have been properly maintained
YES	NO	sediment storage of at least 67 cubic yards per disturbed acre is provided in all drainage areas ***(must be initially certified by letter from a Level 2 Certified Design Professional -- noted above – for all structural BMPs)***
YES	NO	there have been structural BMP revisions in the field that have not been verified by a Design Professional
YES	NO	a log of Daily Inspections by a Level 1A, 1B or 2 Certified Person is kept on site
YES	NO	approved plans are on – site at all times

A copy of this certification has been sent to the owner/developer/contractor and Design Professional below as notification for the following measures to be taken to bring this site into compliance with the approved erosion and sediment control plan and the *Manual for Erosion and Sediment Control in Georgia.*

Comments and/or Exceptions:

_____

_____

_____

☐ ***Supplementary page included for additional measures that need to be taken.***

_____ Signature _____ Level 1B / 2 Certification Number (circle one)

CC: _____ ***Owner /Developer/Contractor*** _____ ***Design Professional for Project***

It shall be the responsibility of the owner or developer to properly address all measures noted on the report within 5 days of the date of this certification to maintain compliance with the *Erosion and Sedimentation Control Ordinance* and the *Manual for Erosion and Sediment Control in Georgia.*

EROSION CONTROL DISCLOSURE

This disclosure must be submitted at time of meeting with City Erosion Control Inspector, and prior to receipt of Land Disturbing Activity Permit during the Pre-construction On-site meeting.

Construction Site Name: _____

Construction Site Address: _____

Property Owner: _____ Phone: _____

Address (Owner): _____

_____

Authorized Representative/Applicant: _____ Phone: _____

24 Hour Contact Person: _____ Phone: _____

Email: _____

My signature hereto signifies that I am the person responsible for compliance with the City Soil Erosion and Sediment Control Ordinance. I hereby acknowledge that Best Management Practices (BMPs), per the Manual for Erosion and Sediment Control in Georgia (Manual), must be used to control soil erosion on my job site which includes (but not limited to) at a minimum the following:

1. Per the Manual: "*Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding.*" Mulch shall be applied per the Manual. Temporary vegetation or mulching shall be employed to protect exposed critical areas during development (minimum 4" of straw or hay mulch). Erosion Control Blankets or Matting per the Manual are required on all slopes of 2.5H:1V or steeper, slopes 10' or greater in height, concentrated flow areas, and all cuts and fills in buffer when authorized/permitted.;
2. Per City Ordinance: "*The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to, or concurrent with, land disturbing activities.*"; ***(FOR EXAMPLE: Prior to or During clearing of trees, but prior to beginning land-disturbing activity / soil disturbance, <u>install all BMPs per approved plan</u> as a minimum to prevent sedimentation from exiting at any property line, or into State Waters or onto adjacent road(s);***
3. Per City Ordinance: "*Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source.*";
4. Sediment storage of at least 67 cubic yards (1809 cubic feet) per disturbed acre are to be provided for all areas to be disturbed **PRIOR TO** grubbing / grading activities. ***Silt fence may NOT be used for sediment storage calculations.***

5. A ***Construction Site Monthly Erosion & Sediment Control Report*** is required to be submitted prior to grubbing / grading operations, and on the 10th day of each month thereafter until final stabilization is complete as approved by the City Erosion
6. Control Inspector. ***If the Construction Site Monthly Erosion & Sediment Control Report is not received by 5:00 p.m. on the 10th day of each month, a Stop Work Order may be issued for the project.*** Following notification of a violation(s) on the site by the City Inspector, additional inspections may be required within 5 days, or less if the situation warrants, if requested by the City Erosion Control Inspector.
7. It shall be the responsibility of the owner and developer / contractor to properly address all measures noted on the *Construction Site Monthly Erosion & Sediment Control Report* within 5 days of the date of the certification to maintain compliance with the City Soil Erosion and Sediment Control Ordinance and the Manual. *Per State Law, Qualified personnel provided by the primary permittee shall inspect within[1] seven (7) calendar days and within 24 hours of the end of a storm.*
8. **Proper installation and regular maintenance** of silt barriers (ie: silt fences, hay bales, brush barriers, etc) in those areas where water exits the job site;
9. **Proper installation and regular maintenance** of gravel construction entrance(s) with geotextile underliner (AASHTO M288-96) to keep soil and mud from being tracked from vehicles onto the roadways or any paved area;
10. When a violation on site occurs, removal of mud from the roadway, paving, and / or adjacent property will occur *immediately* following any such occurrence;
11. Maintenance and removal of sediment from detention ponds, sediment basins, sediment traps, etc.;
12. Conduct no land disturbing activities within 25 feet of the banks of streams, lakes, wetland, etc (i.e. "state waters" which require a buffer). For projects within the Chattahoochee River Management Area, check with the design engineer / professional;
13. Cut / fill operations must be kept to a minimum. Cuts and fills may not endanger adjoining property. Fills may not encroach upon natural watercourses or constructed channels in a manner so as to adversely affect other property owners;
14. Land disturbing activities must be limited to and contained within the site, and in accordance with the approved plans. If there are concerns between the builder and the plans, the design professional is to resolve and / or revise plans;
15. Mud or silt (sediment) may not enter a stream, river, lake, or other state waters;
16. The entire site will be required to have permanent stabilization installed before a grading final inspection can be approved. Final grading inspections are required before any CO's can be issued. Please be aware that permanent stabilization means any seeded areas must have established growth.

Per City Ordinance, if a violation presents an imminent threat to public health or waters of the state or if the land-disturbing activities are conducted without obtaining the necessary permit, the City will issue an immediate stop-work order in lieu of warning. *Mud or sediment in the road constitutes a public safety hazard.*

My signature hereto signifies that I am the person responsible for compliance with the City Soil Erosion and Sediment Control Ordinance. I further acknowledge that I am the owner, a representative of the owner, or authorized on his / her behalf.

Signature: _____ Date Signed: _____

[1] Rev. April 12, 2006

City of Marietta – Department of Public Works
AS-BUILT REQUIREMENTS
(revised July 6, 2010)

Description of As-Built Requirements

See below "As-Built Checklist". We will need the as-built on a TWO CD-Roms (one for Fire Dept, one for Public Works) in your autocad format, as well as pdf.

We will need a letter from the design engineer (you) certifying that the storm water management / water quality system is to design and will function per plan, or revised information of as-built elevations and dimensions that can be certified to that it is at least as adequate as the approved plans with the numbers to prove that.

Prior to Grading Final, a letter from the design engineer is required certifying that the site is stabilized, grass is growing, mulched, and in compliance. For further clarification, the Erosion Control Inspector, Tim Dixon, may be contacted (770-794-5653.

The as-built plan should clearly show all of the information shown on the approved site plan and should verify that the site conforms to the requirements of the approved site plan.

Provide some or all of the following sheets as required to clearly show as-built conditions as approved site plans:

- Cover Sheet
- Layout Plan
- Grading Plan
- Utility Plan
- Storm Sewer Plan/Profile

All plans should show:

- ❑ Project title/development name
- ❑ Site Map and Parcel
- ❑ Owner's name, address, and telephone number
- ❑ Developer's name and telephone number
- ❑ Engineer's and Surveyor's name, address and telephone number
- ❑ Date(s) of as-built survey
- ❑ North arrow
- ❑ Scale
- ❑ Engineer's and Surveyor's Stamp

Cover Sheet:

- ❑ As-built site, building, parking and landscaping requirements
- ❑ Map showing building within scale and north arrow
- ❑ Date of Plan, with revision dates
- ❑ Surveyors certification stating the following: I hereby certify that the information shown on this/these plan(s) accurately depicts field conditions based on an as-built survey by (name of as-built surveyor) performed on (date of as-built survey)
- ❑ Engineer's certification stating the following: I hereby certify that the as-built information shown on this plan is in conformance with the approved site plans dated (date of latest approved site plan)

Layout Plan:

- ❑ Property line, distances, bounds, dimensions and right-of-way
- ❑ Label building and provide building information (number of stories, square footage, proposed use)
- ❑ Dimension building setbacks
- ❑ Elevations
- ❑ Parking setbacks
- ❑ Label all as-built improvements including but not limited to curb, sidewalks, ramps, parking lot, retaining walls, fences, guard rail and landscaping.
- ❑ Provide driveway spot grades to delineate proper drainage
- ❑ Handicap access ramps
- ❑ Existing (before) topography

Grading Plan:

- ❑ Label contours – spot elevations may be acceptable if approved in advance by the Public Works Dept – Engineering Division.
- ❑ Include grades as required to show site elevations
- ❑ Label slopes: benchmark locations minimum of two within 200 feet of the site shown on the plans
- ❑ Retaining wall elevations (TW, BW, material, geogrid id modular block)

Utility Plan:

- ❑ Show all utilities (water, sanitary sewer, storm drains)
- ❑ Label all utility structures
- ❑ Elevations
- ❑ Pipe types, lengths and slopes
- ❑ Show ties to utility structures

NOTE:

As-Built data will have to be submitted in DWG and DXF Format as well as "PDF" before Grading Final release for **"Certificate of Occupancy / Certificate of Completion"** is obtained. Data to be GA State Plane Coordinate System (West Zone) utilizing NAD83/94 adjustment and NAVD 88.

Additionally, a sealed, signed letter from the Design Engineer must certify:

1. The Stormwater Management / Stormwater Quality Structures / Systems are installed per design. If they differ from the design, the Design Professional shall so state, and provide the revised calculations / hydrology report to prove the installation is at least as adequate as the approved design.
2. The Design Professional shall certify following a site visit that the site is fully stabilized in accordance with the definition in State Law and City Ordinance: "***Final Stabilization***" means 100% of the soil surface is uniformly covered in permanent vegetation with a density of 70% or greater, or equivalent permanent stabilization measures (such as the use of rip rap, gabions, permanent mulches).

CITY OF Marietta GEORGIA

Department of Development Services
205 Lawrence Street
Marietta, Georgia 30060
Brian Binzer, AICP, Director

SITE PLAN REVIEW COMMENTS

Reviewed By:

Project Name:	**Date Reviewed:**
Project Address:	**Land Lot/Dist.:**
Zoning District:	**Use of Property:**
Area of Property:	**Building Area/Units:**
Owner/Developer:	**Phone Number:**
Engineer/Surveyor:	**Phone Number:**

Indicate compliance with applicable regulations: (Yes, No or Not Applicable)

1. _____Name, address & phone number of owner/developer and engineer
2. _____Zoning district, stipulations, bulk and area requirements listed on site plan
3. _____Floor area ratio/Building Coverage:
4. _____Area of impervious surface (pre and post improvements):
5. _____Driveway & parking regulations: Required: / Provided:
6. _____Setbacks: Front: ft. Rear: ft. Min Side: ft. Maj Side: ft.
7. _____Lot width, lot size:
8. _____Buffers (undisturbed, adequate screening, fencing, grading, etc.):
9. _____Landscape plan (root barriers, % of each tree species, invasive species check, etc.):
    a. ____ Density Unit Calculations
    b. ____ Street Tree / Parking Lot Island Calculations
10. _____Tree Protection Fencing (shown on all erosion control, grading, demo, utility plans)
11. _____AICUZ Zone verification:
12. _____Exterior elevations (overall building height, building materials)
13. _____Commercial Corridor Overlay Design District
14. _____Downtown Marietta Historic District
15. _____Final Plat approved? (LDP may be issued without Final Plat approval)

See following page for comments

Marietta
GEORGIA

Department of Development Services
205 Lawrence Street
Marietta, Georgia 30060
Brian Binzer, Director

PLANNING & ZONING DIVISION
***Site Plan Review Comments*:** **Reviewed By:**
770-794-xxxx

DATE REVIEWED:

PROJECT NAME:

PROJECT ADDRESS:

COMMENTS:

1.

MARIETTA WATER PLAN REVIEW COMMENTS

THE FOLLOWING COMMENTS CORRESPOND WITH THE BOARD OF LIGHTS AND WATER, WATER AND SANITARY SEWER DEVELOPMENT REGULATIONS MANUAL. THIS MANUAL CAN BE PURCHASED AT THE CITY OF MARIETTA PUBLIC WORKS DEPARTMENT.

I. GENERAL

_____Project is outside the Marietta Water Service Boundary. Water and wastewater additions must be approved by the Cobb County Water System.

_____ There are no new water or sanitary sewer utilities which will be dedicated as public utilities that are associated with this project. Notate this on the site plans.

II. WATER LAYOUT

_____Include a site plan with a water layout (topographic overlay required).

_____Indicate proposed usage of buildings and square footage.

_____Show proposed water service location and size.

_____ Indicate location of existing water meters, backflow preventors, and detector checks.

_____Indicate materials to be used. Class 50 ductile iron pipe required for all water mains.

_____ Location and size of gate valves at meter pit and at connection to existing mains.

_____ Add thrust blocks at all bends, tees and plugs.

_____ Indicate location of all existing and proposed fire hydrants.

_____ Include existing water mains' locations, sizes, and types of material surrounding project.

_____ Provide a detail of connection to existing water main.

_____ Show nearest existing line valves on both sides of connection to existing water main.

_____ Include a schematic of proposed meter sizes and locations.

_____ Indicate location of existing backflow preventor and/or detector check. If there is not, one should be added as part of this construction and notate on the site plans. Any questions concerning backflow, call Tim Marshall at (770)794-5229.

_____If proposed water line crosses private property, provision of a 20 foot easement is required. Provide a copy of recorded easements.

_____ Add the following details, as found in the Marietta Water Development Regulations Manual, to the project plans:

- ____A. Compound Meter and Vault Installation
- ____B. Meter Installation
- ____C. Detector Check Assembly
- ____D. Backflow Preventor
- ____ E. Line Valve
- ____ F. Typical Fire Hydrant Installation

_____ A fire flow test is required. Contact Marietta Water at (770)794-5227 for information.

_____ Notate meter vault sizes on site plan. There must be adequate space and level grade provided for the installation of all meter vaults.

_____ See "Additional Comments" on page 3.

_____ No Comments

III. SEWER LAYOUT

_____ Provide a letter documenting that none of the water lines and services, sewer lines and services, the structures and structures to be connected to these services are being located on or in close proximity of an abandoned landfill site or any other site used for waste disposal.

_____Include a site plan showing proposed sewer service (topography overlay required).

_____Indicate proposed usage of building (ie office, warehouse) and square footage of particular usage.

If there will be alterations from the existing building to the proposed, please notate the difference.

_____Show location, rim elevation, and invert elevation of existing manholes on or adjacent to site.

_____ Indicate lateral location on site plan. As-Builts should have distances in feet from manhole to lateral.

_____Include detail of service connection to existing sanitary sewer line providing existing and proposed pipe sizes, materials, and invert elevations.

_____Permanent easements are to be 20 feet for sanitary sewer lines crossing site and 30 feet wide for easements containing both sanitary sewers and storm drains. Provide copies of recorded easements.

_____ Add the finish floor elevations of buildings being served.

_____ No acute angles between "in" lines and "out" line in manhole.

_____ Outside drop manhole designated on profile where invert "in" elevation is more than 2.0 feet above the invert "out" elevation.

_____ Notate the grade and length of service.

_____ Include the following detail(s), as found in the Marietta Water Development Regulations Manual, to the project plans:

_____ A. Precast Concrete Manhole

_____ B. 6" Service Connection

_____C. Sewer Service Location

_____D. Manhole frame and cover.

_____E. Class A, B, C, and Special PVC Bedding

_____ F. Pipe Adapter - Joining Different Types of Pipe

_____ G. Cleanout Detail

_____ A lateral is to have minimum cover of 6 feet within a public road right-of-way wherever possible or D.I.P. laterals should be designated within the right-of-way.

_____ Wyes cut into existing sewer lines shall be constructed in accordance with standard detail 402.08.

_____ See "Additional Comments" on page 3.

_____ No Comments

IV. ADDITIONAL REQUIREMENTS

_____ Add note 103.05 to site plan, which indicates the developer is responsible for any damage to water or sewer facilities that occurs during construction of the project.

_____ There should be a horizontal separation of at least 10 feet between a water main and an existing or proposed sewer (measured edge to edge).

_____ Where water main crosses an existing or proposed sewer, a 18" vertical separation is required between the two mains (measured edge to edge). Include a note that a full joint of water main is required to be centered at sewer main crossing so that both joints are as far away from the sewer as possible.

_____ Water and sewer plans must bear the stamp of a registered professional as required by OCG 43-15.

_____ Add all BLW Water System Construction General Notes, page 200-3 in the Water and Sewer Development Regulations.

_____ Add all BLW Sanitary Sewer System Construction General Notes, page 300-4 and 300-5 in the Water and Sewer Development Regulations.

_____ Include Utilities Protection Center "Call Before You Dig" Detail.

_____ Existing water mains along existing roads shall be shown to be replaced with D.I.P. (if they are not already D.I.P.) beneath the proposed subdivision entrance and acceleration/deceleration lanes.

_____ All plans shall be submitted with plan sheets 22" x 34" or 24" x 36".

_____ A State of Georgia DOT permit is required for utility work within a Georgia DOT right-of-way. The developer will be responsible for preparing the permit. Forms are available at Marietta Water.

_____ Project is outside Marietta Water service boundary. Water and sanitary sewer are provided by Cobb County Water System.

_____ Dumpster drains cannot be connected to the sanitary sewer system.

_____ Special design study of water/wastewater system is required.

_____ On recorded plat provide a 20 foot utility easement with the following conditions: The water and sewer utilities within the easement shall be publicly owned and maintained. Any property within the easement (includes landscaping, pavement, etc.) which is disturbed during maintenance and/or repair activities, shall be restored by the owner.

_____ A grease/sand trap is required. It is the developer's responsibility to install and maintain the trap.

_____ The proposed wastewater collection system is private and shall be privately maintained.

_____ There are no new water or sanitary sewer utilities which will be dedicated as public utilities that are associated with this project.

NOTES:

1. Flow test valid for 6 months and only applies to a single phase/unit of this project.
2. Plan approval valid for 12 months without beginning construction. Plans subject to further review and approval if 12 months expire.
3. The BLW will not be responsible for any building built too low to be served nor for any service covered by construction.
4. As-Builts are required to be submitted upon completion of construction.
5. Existing City roads shall not be open cut unless permission is granted by the Georgia DOT, Cobb County DOT, or the City of Marietta Public Works. Submittal of authorization letter from the Georgia DOT or Cobb County DOT or City of Marietta Public Works.
6. If work is performed on a Georgia DOT or a Cobb County right-of-way, a letter from the governing agency is required to be submitted after construction is complete stating that grassing, clean-up, drainage, etc. is acceptable.

Date of Review:_____ Eligible for One-Stop Y__ N__
Building/Project Name:_____ Comments Y__ N__
Address of Building/Project:_____ Attachments Y__ N__

Civil Site Plan Review Comment Sheet

Sprinkler Protection:
2-6-140 Marietta Sprinkler Ordinance

__ Sprinkler protection required for all new commercial buildings.

__ Sprinkler protection required for all new multifamily residential buildings.

__ Sprinkler protection required for all new one and two family dwellings built closer than 10 feet to a property line or closer than 20 feet to another structure.

Fire Department Access:
Current Edition of the International Fire Code

__ Fire department access roads shall be provided within 150 feet of all portions of the building. (The fire code official may authorize to extend the 150 feet requirement for buildings protected with an automatic sprinkler system.)

__ Fire department access roads shall have an unobstructed width of 20 feet and an unobstructed vertical clearance of 13 feet, 6 inches. Entrances and gated roads may be 14 feet wide where approved.

__ Fire department access roads with gated entries and gated communities shall comply with the Gate Ordinance, and all electronic gates shall be equipped with a Knox Key Switch.

__ Fire department access roads shall have the proper turning radius as specified in the AASHTO SU-30 book. Turning radius templates will be provided.

__ Fire department access roads shall have a maximum dead-end of 150 feet. Fire department access roads greater than 150 feet shall have an approved turn-around for fire apparatus.

__ Fire department access roads shall be designed to support the loads of the fire apparatus.

__ Fire lanes shall be provided where required. Where fire lanes are required by the Fire Department, they shall comply with the Fire Lane Ordinance.

Fire Hydrants and Fire Flow Information:
Current edition of the International Fire Code

__ Fire hydrants shall be provided within 400 feet of all portions of commercial buildings.

__ Fire hydrants shall be provided within 600 feet of all portions of Group R-3 buildings.

__ Fire flow information shall be provided by the owner or contractor.

Fire Department Connections (FDC) and Post Indicator Valves (PIV):
Current edition of NFPA 13

__ FDC's shall be provided where required by code.

__ The FDC's shall be located by the fire code official. Please see the civil site plan for the location of the FDC.

__ Freestanding FDC's (located away from the building) shall not be more than 50 feet from a fire hydrant and FDC's located on the building shall not be more than 100 feet from a fire hydrant.

__ PIV's are not required to be installed where the FDC is located at the water vault.

__ The proper arrangement of the FDC and the PIV shall be as follows: city main to water vault to PIV to FDC to the building. There shall be no shut-off valves between the FDC and the building.

Georgia Accessibility Code:
120-3-20 Accessibility Code for Buildings

__ Accessible parking spaces shall be provided for new, resurfaced or re-stripped parking lots

__ The number of accessible parking spaces shall comply with 120-3-20-.07

__ One in every eight accessible parking spaces, but not less the one, shall be van accessible.

__ Accessible parking spaces shall be provided with an access aisle. A van accessible space shall have 96 inches of aisle space and a car accessible space shall have 60 inches of aisle space

__ Accessible parking spaces shall be designated by a sign. Van accessible space shall have a sign measuring 7 feet from the ground to the bottom of the sign and car accessible spaces shall have a sign measuring 5 feet from the ground to the bottom of the sign.

Additional Comments:

_____

_____

_____

_____

_____

Every effort has been made to review these plans for strict compliance with the city and state fire codes. However, the contractor or owner shall remain responsible for compliance of any code violations discovered subsequent to the plan review.

Signed: _____ Dated: _____